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**From:** Thomas, Deb [thomas.debrah@epa.gov]  
**Sent:** 12/7/2018 1:15:39 AM  
**To:** Benevento, Douglas [benevento.douglas@epa.gov]  
**Subject:** FY19 PARs  
**Attachments:** Betsy Individual Committments.docx; Martin Individual Committments.docx; Suzanne Individual Committments.docx

Hi Doug,

As we briefly discussed, we need to have all FY19 SES Performance Plans signed by 12/14. The plans are all required boilerplate with the exception of specific individual commitments. I have attached the draft commitments from Suzanne, Martin and Betsy. I will have commitments for Rick, Darcy and myself early next week. Let me know if you would like any changes to the attached.

Deb

Debra H. Thomas  
Deputy Regional Administrator  
EPA Region 8  
303-312-6298

